



# WASHINGTON STATE HUMAN RIGHTS COMMISSION

## KNOW YOUR EMPLOYMENT RIGHTS

The Washington State Human Rights Commission (Commission) enforces the Law Against Discrimination, Chapter 49.60 RCW.

### WHAT IS CHAPTER 49.60 RCW?

Chapter 49.60 RCW is a state law that protects all Washington residents from certain unfair and discriminatory practices by employers with 8 or more employees, labor unions and employment agencies.

### WHO IS PROTECTED FROM EMPLOYMENT DISCRIMINATION?

The law prohibits unfair employment practices because of a person's:

- ♦ Race
- ♦ Creed
- ♦ Color
- ♦ National Origin
- ♦ Sex
- ♦ Marital Status
- ♦ Age (40 years of age and older)
- ♦ The presence of any sensory, mental, or physical disability
- ♦ The use of a trained dog guide or service animal by a person with a disability.

The law also prohibits retaliation for opposing an unfair practice, filing a whistleblower complaint with the state auditor, or filing a nursing home abuse complaint.

### WHAT ARE PROHIBITED UNFAIR EMPLOYMENT PRACTICES?

Under the law, if it's because of your race, creed, color, national origin, sex, marital status, age, disability, or use of a trained dog guide or service animal by a person with a disability:

- ♦ An **EMPLOYER** may not: (1) refuse to hire you, (2) discharge or bar you from employment, (3) discriminate in compensation or other terms or conditions of employment, or (4) print, circulate, or use any discriminatory statement, advertisement, publication, job application form, or make any inquiry in connection with prospective employment that is discriminatory.
- ♦ **LABOR UNIONS** may not: (1) deny membership and membership rights and privileges, (2) expel from membership, and (3) fail to represent.
- ♦ **EMPLOYMENT AGENCIES** may not: (1) discriminate in classification or referrals for employment, (2) print or circulate any discriminatory statement, advertisement, or publication, or (3) use discriminatory employment application forms, or inquiries made in connection with prospective employment.

## HOW QUICKLY MUST I FILE A COMPLAINT?

Under Chapter 49.60 RCW, a person must file a signed, notarized complaint with the Commission within six months from the date of the alleged discriminatory action(s) or event(s).

## HOW DO I FILE A COMPLAINT?

If you believe that you have been discriminated against, contact the nearest Commission office. An Intake Officer will review your situation and assist you in determining whether there is a basis for filing a complaint. Please inform the Commission if you need an accommodation due to a disability or limited English proficiency. The Commission's printed materials are available in alternate formats.

## WHAT HAPPENS AFTER I FILE A COMPLAINT?

- ◆ The Commission is a neutral fact-finder - we do not take either side during an investigation. An Investigator will be assigned to gather evidence to determine if there is reasonable cause to believe that a violation of law has occurred. As needed, the investigator may interview witnesses or review documents and records.
- ◆ If the Commission finds that illegal discrimination has occurred, the Commission will first attempt to negotiate or conciliate a voluntary agreement to resolve the issues of the complaint. If conciliation efforts fail, then the complaint will be considered for a formal public hearing before an Administrative Law Judge.

**VISIT OUR WEB SITE AT: <http://www.wa.gov/hrc>**

**We appreciate the opportunity to be of assistance to you and will make every effort to provide prompt service.**

<b>OLYMPIA HEADQUARTERS OFFICE</b> 711 S. Capitol Way, Suite 402 Post Office Box 42490 Olympia, WA 98504-2490 PHONE: (360) 753-6770 VOICE TOLL FREE: 1-800-233-3247 FAX: (360) 586-2282 TTY/TOLL FREE: 1-800-300-7525 Se Habla Español	<b>SEATTLE DISTRICT OFFICE</b> Melbourne Tower, Suite 921 1511 Third Avenue Seattle, WA 98101-1626 PHONE: (206) 464-6500  TTY: (206) 587-5168 FAX: (206) 464-7463
<b>SPOKANE DISTRICT OFFICE</b> Great Western Building, Suite 412 W 905 Riverside Avenue Spokane, WA 99201-1099 PHONE: (509) 456-4473 FAX: (509) 456-4441	<b>YAKIMA DISTRICT OFFICE</b> Liberty Building, Suite 422 32 North Third Street Yakima, WA 98901-2730 PHONE: (509) 575-2772 FAX: (509) 575-2064  Se Habla Español

9/02 - tyc

**THIS INFORMATION IS AVAILABLE IN ALTERNATE FORMATS**